

AGENCY INFORMATION SECURITY PROGRAM DATA

2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT

Environmental Protection Agency

4. SENIOR OFFICIAL (Section 6.3, E.O. 12366)

Sallyann Harper, Assistant Administrator
Office of Administration & Resources Mgmt

1. PERIOD COVERED

A. FROM

B. TO

Oct 1, 1994

Sep 30, 1995

INTERAGENCY REPORT
CONTROL NUMBER

0230-GSA-AN

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office and telephone no.)

Ernie Howe, Security Officer
Security & Property Management Branch (3204)
202 260-2013

5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

A. TOP SECRET

-0-

B. SECRET

-0-

C. CONFIDENTIAL

-2-

D. TOTAL

-2-

6. ADDITIONAL DECLASSIFICATION AUTHORITIES

A. TOP SECRET

-0-

B. SECRET

-0-

C. CONFIDENTIAL

-0-

D. TOTAL

-0-

7. CLASSIFICATION DECISIONS

DATE OR EVENT

ORIGINAL

ORIGINATING AGENCY'S
DETERMINATION REQUIRED
(O.A.D.R.)

DERIVATIVE

(a)

(b)

(c)

A. TOP SECRET

-0-

-0-

-0-

B. SECRET

-0-

-0-

-6-

C. CONFIDENTIAL

-0-

-0-

-0-

8. MANDATORY REVIEW REQUESTS AND APPEALS

CASES
CARRIED
OVER FROM
PREVIOUS
PERIOD

(a)

NEW
CASES
RECEIVED

(b)

DECLASSIFICATION DECISIONS
(Report in cases, documents, and pages)

GRANTED IN FULL

(c)

GRANTED IN PART

(d)

DENIED

(e)

CASES
CARRIED
OVER TO
NEXT
PERIOD

(f)

CASES

DOCS.

PAGES

CASES

DOCS.

PAGES

CASES

DOCS.

PAGES

A. REQUESTS

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

B. APPEALS

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

-0-

9. SYSTEMATIC REVIEW FOR DECLASSIFICATION (In pages)

A. REVIEWED

-5-

B. DECLASSIFIED

-0-

10. NUMBER OF FORMAL INSPECTIONS, SURVEYS, OR PROGRAM REVIEWS

-0-

11. NUMBER OF INFRACTIONS INVOLVING:

A. OVERCLASSIFICATION

-0-

B. UNDERCLASSIFICATION

-0-

C. CLASSIFICATION WITHOUT
AUTHORITY

-0-

D. MISMARKING

-0-

E. IMPROPER
DESTRUCTION

-0-

F. UNAUTHORIZED
ACCESS

-0-

G. IMPROPER
STORAGE

-0-

H. IMPROPER
REPRODUCTION

-0-

I. IMPROPER
TRANSMISSION

-0-

J. OTHER (List infractions
under item 13)

-0-

12. REMARKS

REF 5C: During FY 95 the EPA Administrator and the Assistant Administrator for International Activities had original classification authority. This authority was not given to EPA under the new Executive Order.

**AGENCY INFORMATION
SECURITY PROGRAM DATA**

DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT

Environmental Protection Agency

SENIOR OFFICIAL (Section 4.3, E.O. 12366)

Alvin M. Pesachowitz, Assistant Administrator
Office of Administration & Resources Mgmt

1. PERIOD COVERED

A. FROM

Oct 1, 1995

B. TO

Sep 30, 1996

INTERAGENCY REPORT
CONTROL NUMBER

0230-GSA-AN

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office and telephone no.)

Ernie Hove, Security Officer
Security & Property Management Branch
202 260-2013

5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

TOP SECRET	B. SECRET	C. CONFIDENTIAL	D. TOTAL
-0-	-0-	-0-	-0-

6. ADDITIONAL DECLASSIFICATION AUTHORITIES

TOP SECRET	B. SECRET	C. CONFIDENTIAL	D. TOTAL
-0-	-0-	-0-	-0-

7. CLASSIFICATION DECISIONS

	ORIGINAL		DERIVATIVE
	DATE OR EVENT	ORIGINATING AGENCY'S DETERMINATION REQUIRED (O.A.D.R.)	
	(a)	(b)	(c)
TOP SECRET	-0-	-0-	-0-
SECRET	-0-	-0-	-0-
CONFIDENTIAL	-0-	-0-	-0-

CASES FOR WHICH AGENCY IS RESPONSIBLE FOR FINAL DECISION

B. MANDATORY REVIEW REQUESTS AND APPEALS	CASES CARRIED OVER FROM PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	DECLASSIFICATION DECISIONS (Report in cases, documents, and pages)									CASES CARRIED OVER TO NEXT PERIOD (i)
			GRANTED IN FULL (c)			GRANTED IN PART (d)			DENIED (e)			
			CASES	DOCS.	PAGES	CASES	DOCS.	PAGES	CASES	DOCS.	PAGES	
REQUESTS	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
APPEALS	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-

9. SYSTEMATIC REVIEW FOR DECLASSIFICATION (in pages)

REVIEWED	B. DECLASSIFIED	10. NUMBER OF FORMAL INSPECTIONS, SURVEYS, OR PROGRAM REVIEWS
-0-	-0-	2

11. NUMBER OF INFRACTIONS INVOLVING:

OVERCLASSIFICATION	B. UNDERCLASSIFICATION	C. CLASSIFICATION WITHOUT AUTHORITY	D. MISMARKING		
-0-	-0-	-0-	-0-		
IMPROPER DESTRUCTION	F. UNAUTHORIZED ACCESS	G. IMPROPER STORAGE	H. IMPROPER REPRODUCTION	I. IMPROPER TRANSMISSION	J. OTHER (Epl state under Item 12)
-0-	-0-	-0-	-0-	-0-	-0-

REMARKS

Under the new Executive Order, EPA does not have original classification authority.

(IMPORTANT — Read instructions on reverse before completing this form)

INTERAGENCY REPORT
CONTROL NUMBER

0230-NAR-AN

**AGENCY SECURITY CLASSIFICATION
MANAGEMENT PROGRAM DATA**

1. FISCAL YEAR COVERED

1997

2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT
U.S. ENVIRONMENTAL PROTECTION AGENCY

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office and telephone no.)

ERNIE HOWE
SECURITY OFFICER

4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958)

ALVIN M. PESACHOWITZ
ACTING AA, OARM

5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

A. TOP SECRET	B. SECRET	C. CONFIDENTIAL	TOTAL
NONE	NONE	NONE	NONE

6. NUMBER OF CLASSIFICATION DECISIONS

CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION		DERIVATIVE
	DECLASSIFY IN 10 YEARS OR LESS (a)	EXEMPT FROM DECLASSIFICATION IN 10 YEARS (b)	
A. TOP SECRET	NONE	NONE	NONE
B. SECRET	NONE	NONE	NONE
C. CONFIDENTIAL	NONE	NONE	NONE

7. MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)		
				GRANTED IN FULL (d)	GRANTED IN PART (e)	DENIED (f)
A. REQUESTS	NONE	NONE	NONE	NONE	NONE	NONE
B. APPEALS	NONE	NONE	NONE	NONE	NONE	NONE

8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND
SYSTEMATIC REVIEW FOR DECLASSIFICATION
(Sections 3.4 and 3.5 of EO 12958)

NONE

9. INTERNAL AGENCY OVERSIGHT

Number of Formal Inspections, Surveys, or Program Reviews

12 (twelve)

10. EXPLANATORY COMMENTS

(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to form.)

MR. ALVIN PESACHOWITZ IS THE SENIOR AGENCY OFFICIAL PERFORMING DUTIES AS THE ACTING
ASSISTANT ADMINISTRATOR FOR THE OFFICE OF ADMINISTRATION AND RESOURCE MANAGEMENT
(OARM).

(IMPORTANT - Read instructions on reverse before completing this form)

CONTROL NUMBER
0230-NAR-AN

AGENCY SECURITY CLASSIFICATION
MANAGEMENT PROGRAM DATA

1. FISCAL YEAR COVERED

1998

DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT

U.S. Environmental Protection Agency

SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958)

Romulo L. Diaz

AA, OARM

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.)

Ernie Howe

Security Office

Security and Property Management Br.

(202) 260-6352

5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

TOP SECRET	B. SECRET	C. CONFIDENTIAL	D. TOTAL
-0-	-0-	-0-	-0-

6. NUMBER OF CLASSIFICATION DECISIONS

CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION		DERIVATIVE
	DECLASSIFY IN 10 YEARS OR LESS (a)	EXEMPT FROM DECLASSIFI- CATION IN 10 YEARS (b)	
TOP SECRET	-0-	-0-	1
SECRET	-0-	-0-	5
CONFIDENTIAL	-0-	-0-	0 T = 6

MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)		
				GRANTED IN FULL (d)	GRANTED IN PART (e)	DENIED (f)
REQUESTS	-0-	-0-	-0-	-0-	-0-	-0-
APPEALS	-0-	-0-	-0-	-0-	-0-	-0-

PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC
REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)

-0-

9. INTERNAL AGENCY OVERSIGHT

Number of Formal Inspections, Surveys, or Program Reviews

10

10. EXPLANATORY COMMENTS

(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to

Mr. Diaz has recently been approved as the AA, OARM replacing Mr. Alvin
Pesachowitz, as the SAO.

(IMPORTANT - Read instructions on reverse before completing this form)				INTERAGENCY REPORT CONTROL NUMBER 0230-NAR-AN		
AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA				1. FISCAL YEAR COVERED 1999		
2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT U.S. ENVIRONMENTAL PROTECTION AGENCY			3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.) ERNIE HOWE SECURITY OFFICER			
4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958) ROMULO L. DIAZ, JR. ASSISTANT ADMINISTRATOR						
5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES						
A. TOP SECRET NONE		B. SECRET NONE		C. CONFIDENTIAL NONE		
D. TOTAL NONE						
6. NUMBER OF CLASSIFICATION DECISIONS						
ORIGINAL CLASSIFICATION						
CLASSIFICATION LEVEL	DECLASSIFY IN 10 YEARS OR LESS (a)		EXEMPT FROM DECLASSIFI- CATION IN 10 YEARS (b)		DERIVATIVE	
A. TOP SECRET	NONE		NONE		NONE	
B. SECRET	NONE		NONE		NONE	
C. CONFIDENTIAL	NONE		NONE		NONE	
DECLASSIFICATION DECISIONS (Report in pages)						
7. MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	GRANTED IN FULL (d)	GRANTED IN PART (e)	DENIED (f)
A. REQUESTS	NONE	NONE	NONE	NONE	NONE	NONE
B. APPEALS	NONE	NONE	NONE	NONE	NONE	NONE
8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958) NONE			9. INTERNAL AGENCY OVERSIGHT Number of Formal Inspections, Surveys, or Program Reviews 12 (Twelve)			
10. EXPLANATORY COMMENTS						
(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to						
ROMULO L. DIAZ, JR. IS THE SENIOR AGENCY OFFICIAL PERFORMING DUTIES AS THE ASSISTANT						
ADMINISTRATOR FOR THE OFFICE OF ADMINISTRATION AND RESOURCE MANAGEMENT (OARM).						

(IMPORTANT - Read instructions on reverse before completing this form)

INTERAGENCY REPORT
CONTROL NUMBER
0230-NAR-AN

AGENCY SECURITY CLASSIFICATION
MANAGEMENT PROGRAM DATA

1. FISCAL YEAR COVERED
2000

2. DEPARTMENT, INDEPENDENT AGENCY OR ESTABLISHMENT

U.S. EPA ENVIRONMENTAL PROTECTION AGENCY

4. SENIOR AGENCY OFFICIAL (Section 5.6, E.O. 12958)
ROMULO L. DIAZ, JR.
ASSISTANT ADMINISTRATOR

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.)

ERNIE HOWE
INFORMATION SECURITY OFFICER
OFFICE OF ADMINISTRATION AND RESOURCE
MANAGEMENT
(202) 260-2013

5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

A. TOP SECRET

-0-

B. SECRET

-0-

C. CONFIDENTIAL

-0-

D. TOTAL

-0-

6. NUMBER OF CLASSIFICATION DECISIONS

CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION		DERIVATIVE
	DECLASSIFY IN 10 YEARS OR LESS	EXEMPT FROM DECLASSIFI- CATION IN 10 YEARS	
	(a)	(b)	
A. TOP SECRET	-0-	-0-	-0-
B. SECRET	-0-	-0-	-0-
C. CONFIDENTIAL	-0-	-0-	-0-

7. MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)		
				GRANTED IN FULL (d)	GRANTED IN PART (e)	DENIED (f)
A. REQUESTS	-0-	-0-	-0-	-0-	-0-	-0-
B. APPEALS	-0-	-0-	-0-	-0-	-0-	-0-

8. PAGES DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC
REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)

-0-

9. INTERNAL AGENCY OVERSIGHT

Number of Formal Inspections, Surveys, or Program Reviews

14

10. EXPLANATORY COMMENTS

(Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to

ROMULO L. DIAZ, JR. IS THE SENIOR AGENCY OFFICIAL PREFORMING DUTIES AS THE ASSISTANT

ADMINISTRATOR FOR THE OFFICE OF ADMINISTRATION AND RESOURCE MANAGEMENT.

Deriv ✓

(IMPORTANT - Read instructions on reverse before completing this form)		INTERAGENCY REPORT CONTROL NUMBER 0230-NAR-AN				
AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA		FISCAL YEAR COVERED 2001				
PARTICULAR, NUMBER, OFFICE, AGENCY OR ESTABLISHMENT Environmental Protection Agency		CONTACT FOR ADDITIONAL INFORMATION (Name, office and telephone) Ernie Howe EPA Security Office 202 437-7322				
TO: IF AGENCY OFFICIAL (Section 5.6, E.O. 12958) David J. O'Connor		EFFECTIVE: 2/17/02				
5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES						
TOP SECRET 0	SECRET 0	CONFIDENTIAL 0	TOTAL 0 ✓			
6. NUMBER OF CLASSIFICATION DECISIONS						
CLASSIFICATION LEVEL	ORIGINAL CLASSIFICATION		DERIVATIVE			
	DECLASSIFY IN 10 YEARS OR LESS (a)	EXEMPT FROM DECLASSIFICATION IN 10 YEARS (b)				
TOP SECRET	0	0	0 ✓			
SECRET	0	0	0 ✓			
CONFIDENTIAL	0	0	0 ✓			
MANDATORY REVIEW REQUESTS	CASES CARRIED OVER FROM THE PREVIOUS PERIOD (a)	NEW CASES RECEIVED (b)	CASES CARRIED OVER TO NEXT PERIOD (c)	DECLASSIFICATION DECISIONS (Report in pages)		
				GRANTED IN FULL (d)	GRANTED IN PART (e)	DENIED (f)
REQUESTS	0	0	0	0	0	0
APPEALS	0 ✓	0 ✓	0 ✓	0	0	0
CASES DECLASSIFIED - AUTOMATIC, DECLASSIFICATION AND SYSTEMATIC REVIEW FOR DECLASSIFICATION (Section 2.4 and 2.5 of EO 12958) 0				INTERNAL AGENCY OVERSIGHT (Number of Formal Inspections, Security and Compliance Reviews) 10		
10. EXPLANATORY COMMENTS (Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to						
1. EPA does not create but does receive classified information by electronic means.						
2. EPA processes NSI only on stand-alone systems. There is no NSI processed on network systems.						
EPA receives classified information at the SECRET level on an MDT System which is hooked up to the AUTODIN network which is controlled by the State Department, NSA and DOD.						
3. EPA also receives classified material up to TOP SECRET over secure telephones and secure FAX.						

BB

IMPORTANT - Read instructions on reverse before completing this form)

INTERAGENCY REPORT
CONTROL NUMBER

0230-NAR-AN

AGENCY SECURITY CLASSIFICATION
MANAGEMENT PROGRAM DATA

FISCAL YEAR COVERED

FY 2002

AGENCY, INDEPENDENT AGENCY OR ESTABLISHMENT

Environmental Protection Agency

R AGENCY OFFICIAL (Section 5.8, E.O. 12958)

Ernie X. Winn

3. CONTACT FOR ADDITIONAL INFORMATION (Name, office, and telephone no.)

Ernie Howe
Security Office
202-564-6157

5. NUMBER OF ORIGINAL CLASSIFICATION AUTHORITIES

SECRET

S. SECRET

C. CONFIDENTIAL

D. TOTAL

0

1

0

1

6. NUMBER OF CLASSIFICATION DECISIONS

ORIGINAL CLASSIFICATION

CLASSIFICATION
LEVELDECLASSIFY IN 10 YEARS
OR LESSEXEMPT FROM DECLASSIFI-
CATION IN 10 YEARS

DERIVATIVE

(a)

(b)

P SECRET

0

0

0

SECRET

0

0

0

CONFIDENTIAL

0

0

0

MANDATORY
REVIEW
QUESTSCASES
CARRIED
OVER FROM
THE PREVIOUS
PERIOD

(a)

NEW CASES
RECEIVED

(b)

CASES
CARRIED
OVER TO
NEXT
PERIOD

(c)

DECLASSIFICATION DECISIONS
(Report in pages)GRANTED IN
FULL

(d)

GRANTED IN
PART

(e)

DENIED

(f)

QUESTS

0

0

0

N/A

N/A

N/A

PEALS

0

0

0

N/A

N/A

N/A

DECLASSIFIED: AUTOMATIC DECLASSIFICATION AND SYSTEMATIC
REVIEW FOR DECLASSIFICATION (Sections 3.4 and 3.5 of EO 12958)

0

9. INTERNAL AGENCY OVERSIGHT

Number of Formal Inspections, Surveys, or Program Reviews

16

10. EXPLANATORY COMMENTS

Use this space to elaborate on any section of this form. If more space is needed, use a blank sheet(s) of paper and attach to



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

NOV 15 2004

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

J. William Leonard
Director
Information Security Oversight Office
700 Pennsylvania Avenue, NW
Washington, D.C. 20408

Dear Mr. Leonard:

In response to your August 16, 2004, letter on the annual submission of Standard Form 311, Agency Security Classification Management Program Data, the Environmental Protection Agency (EPA), is pleased to submit the requested information. We expect the number of classified documents to increase in FY 2005 as a result of EPA's growing responsibilities under Homeland Security Presidential Directives and the Bioterrorism Act of 2002.

If you have any questions or need additional information, please contact my National Security Information Coordinator, Diane Lasher, at 202-564-0059.

Sincerely,

A handwritten signature in cursive script that reads "David J. O'Connor".

David J. O'Connor
Acting Assistant Administrator

Enclosure
Standard Form 311

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information

- Enter the **Fiscal Year** that this report covers.
FY 2004
- Identify the **Department, Independent agency or Establishment** that is covered by this report.
US Environmental Protection Agency
- Enter the name, title, address, phone, fax, and email address of the **Senior Agency Official** (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.
David J. O'Connor, Acting Assistant Administrator, Office of Administration & Resources Management
1200 Pennsylvania Av, NW (3101A)
Washington, DC 20460
Telephone: 202-564-4600, Fax: 202-564-0233, E-Mail: OCONNOR.DAVE@EPA.GOV
- Enter the name, title, phone, fax and email address for the **point-of-contact** responsible for answering questions about this report.
Diane K. Lasher, NSI Program Coordinator
Telephone: 202-564-0059
Fax: 202-565-2028
E-Mail: LASHER.DIANE@EPA.GOV

PART B: Officials with Original Classification Authority

- Enter the number of agency officials whose **highest level** of original classification authority is **TOP SECRET**.
- Enter the number of agency officials whose **highest level** of original classification authority is **SECRET**.
- Enter the number of agency officials whose **highest level** of original classification authority is **CONFIDENTIAL**.
- Total** number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

5.	0
6.	1
7.	0
8.	1

PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

- Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.
- Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.
- Total** number of **TOP SECRET** original classification decisions. (Sum of blocks 9 & 10)
- Enter the number of **original SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.
- Enter the number of **original SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.
- Total** number of **SECRET** original classification decisions. (Sum of blocks 12 & 13)
- Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.
- Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.
- Total** number of **CONFIDENTIAL** original classification decisions. (Sum of blocks 15 & 16)
- Total** number of original classification decisions. (Sum of blocks 11, 14, & 17)

9.	0
10.	0
11.	0
12.	0
13.	0
14.	0
15.	1
16.	0
17.	1
18.	1

PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is **already classified**. This includes classification based on classification guides or other source documents. (Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

- Enter the number of **derivative TOP SECRET** classifications during the reporting period.
- Enter the number of **derivative SECRET** classifications during the reporting period.
- Enter the number of **derivative CONFIDENTIAL** classifications during the reporting period.
- Total** number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

19.	0
20.	0
21.	0
22.	0

Enter the **Fiscal Year** that this report covers.

FY 2004

Identify the **Department, independent agency or establishment** that is covered by this report.

US Environmental Protection Agency

PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.	23.	0
24. Enter the number of new requests received during the reporting period.	24.	0
25. Enter the number of requests carried over to the next reporting period.	25.	0
26. Enter the number of appeals carried over from the previous reporting period.	26.	0
27. Enter the number of new appeals received during the reporting period.	27.	0
28. Enter the number of appeals carried over to the next reporting period.	28.	0

PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of requested pages that were declassified in full.	29.	0
30. Enter the number of requested pages that were declassified in part.	30.	0
31. Enter the number of requested pages that were denied declassification.	31.	0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32.	0
33. Enter the number of appealed pages that were declassified in full.	33.	0
34. Enter the number of appealed pages that were declassified in part.	34.	0
35. Enter the number of appealed pages that were denied declassification.	35.	0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36.	0

PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO 12958, as amended.	37.	0
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38.	0

PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39.	0
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40.	0

PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

The National Security Information Team is implementing an inspection program and a comprehensive training program in accordance with EO 12958, as amended, that will be rolled out in Fiscal Year 2005.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

NOV 2 2005

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

J. William Leonard
Director
Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, D.C. 20408

Dear Mr. Leonard:

In response to your August 27, 2005, letter on the annual submission of Standard Form 311, Agency Security Classification Management Program Data, the Environmental Protection Agency (EPA) is pleased to submit the requested information. As a result of EPA's growing responsibilities under Homeland Security Presidential Directives and the Bioterrorism Act of 2002, we have experienced an increase in our number of classified documents.

If you have any questions or need additional information, please contact my National Security Information Coordinator, Diane Lasher, at 202-564-0059.

Sincerely,

David J. O'Connor

for

Luis A. Luna
Assistant Administrator

Enclosure
Standard Form 311

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information

1. Enter the Fiscal Year that this report covers:

FY 2005

2. Identify the Department, Independent agency or Establishment that is covered by this report.

US Environmental Protection Agency

3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.

Luis A. Luna, Assistant Administrator, Office of Administration & Resources Management
1200 Pennsylvania Av, NW (3101A)
Washington, DC 20460
Telephone: 202-564-4600, Fax: 202-564-0233, E-mail: luna.luis@epa.gov

4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report.

Diane K. Lasher, NSI Program Coordinator
Telephone: 202-564-0059
Fax: 202-565-2028
E-Mail: lasher.diane@epa.gov

PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.

5.

0

6. Enter the number of agency officials whose highest level of original classification authority is SECRET.

6.

1

7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.

7.

0

8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

8.

1

PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

9.

0

10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

10.

0

11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)

11.

0

12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

12.

1

13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

13.

0

14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)

14.

1

15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.

15.

1

16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

16.

0

17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)

17.

1

18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)

18.

2

PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)

19. Enter the number of derivative TOP SECRET classifications during the reporting period.

19.

0

20. Enter the number of derivative SECRET classifications during the reporting period.

20.

3

21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.

21.

2

22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

22.

5

Enter the Fiscal Year that this report covers.

FY 2005

Identify the Department, Independent agency or establishment that is covered by this report.
US Environmental Protection Agency

PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.

23.

0

24. Enter the number of new requests received during the reporting period.

24.

0

25. Enter the number of requests carried over to the next reporting period.

25.

0

26. Enter the number of appeals carried over from the previous reporting period.

26.

0

27. Enter the number of new appeals received during the reporting period.

27.

0

28. Enter the number of appeals carried over to the next reporting period.

28.

0

PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of requested pages that were declassified in full.

29.

0

30. Enter the number of requested pages that were declassified in part.

30.

0

31. Enter the number of requested pages that were denied declassification.

31.

0

32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)

32.

0

33. Enter the number of appealed pages that were declassified in full.

33.

0

34. Enter the number of appealed pages that were declassified in part.

34.

0

35. Enter the number of appealed pages that were denied declassification.

35.

0

36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)

36.

0

PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO 12958, as amended.

37.

0

38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.

38.

0

PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.

39.

9

40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)

40.

0

PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

39. In Fiscal Year 2005, the National Security Information Team implemented its oversight function, conducting nine (9) program reviews of its classification program.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

NOV - 3 2006

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Mr. J. William Leonard
Director
Information Security Oversight Office (ISOO)
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001

Dear Mr. Leonard:

In response to your August 15, 2006, letter on the annual submission of the Standard Form 311, Agency Security Classification Management Program Data, the Environmental Protection Agency (EPA) is pleased to submit the required information regarding our classification program. As a result of EPA's growing responsibilities under Homeland Security Presidential Directives and the Bioterrorism Act of 2002, we have experienced an increase in our number of derivatively classified documents.

Please contact Diane Lasher, National Security Information Program Team Leader, at 202-564-0059, if you have any questions.

Sincerely,

Wesley J. Carpenter, Director
Security Management Division

Enclosure
Standard Form 311

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information

1. Enter the Fiscal Year that this report covers.

FY 2006

2. Identify the Department, Independent agency or Establishment that is covered by this report.

US Environmental Protection Agency

3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.

Luis A. Luna, Assistant Administrator, Office of Administration and Resources Management
1203 Pennsylvania Ave, NW (3101A)
Washington, DC 20460
Telephone: 202-564-4600 Fax: 202-564-0233 Email: luna.luis@epa.gov

4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report.

Diane K. Lasher, NSI Program Team Leader
Telephone: 202-564-0059 Fax: 202-565-2028
Email: lasher.diane@epa.gov

PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.

5.

0

6. Enter the number of agency officials whose highest level of original classification authority is SECRET.

6.

1

7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.

7.

0

8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

8.

1

PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. [Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

9.

0

10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

10.

0

11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)

11.

0

12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.

12.

0

13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

13.

0

14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)

14.

0

15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.

15.

0

16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.

16.

0

17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)

17.

0

18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)

18.

0

PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. [Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

19. Enter the number of derivative TOP SECRET classifications during the reporting period.

19.

8

20. Enter the number of derivative SECRET classifications during the reporting period.

20.

21

21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.

21.

17

22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

22.

46

Enter the Fiscal Year that this report covers.

FY 2006

Identify the Department, Independent agency or establishment that is covered by this report.

US Environmental Protection Agency

PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.	23.	0
24. Enter the number of new requests received during the reporting period.	24.	0
25. Enter the number of requests carried over to the next reporting period.	25.	0
26. Enter the number of appeals carried over from the previous reporting period.	26.	0
27. Enter the number of new appeals received during the reporting period.	27.	0
28. Enter the number of appeals carried over to the next reporting period.	28.	0

PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of requested pages that were declassified in full.	29.	0
30. Enter the number of requested pages that were declassified in part.	30.	0
31. Enter the number of requested pages that were denied declassification.	31.	0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32.	0
33. Enter the number of appealed pages that were declassified in full.	33.	0
34. Enter the number of appealed pages that were declassified in part.	34.	0
35. Enter the number of appealed pages that were denied declassification.	35.	0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36.	0

PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO 12958, as amended.	37.	0
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38.	0

PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39.	6
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40.	0

PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

22. Though EPA did not originally classify any documents this fiscal year, we have found that our three (3) originally classified documents have significantly increased our derivative classification numbers.

39. In Fiscal Year 2006, EPA conducted six (6) program assessments as part of its oversight function.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OCT 29 2007

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Mr. J. William Leonard
Director
Information Security Oversight Office (ISOO)
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001

Dear Mr. Leonard:

In response to your August 6, 2007, letter on the annual submission of the Standard Form 311, Agency Security Classification Management Program Data, the Environmental Protection Agency is pleased to submit the required information regarding our classification program.

Please contact Diane Lasher, National Security Information Program Team Leader, at 202-564-0059, if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Wesley J. Carpenter".

Wesley J. Carpenter, Director
Security Management Division

Enclosure
Standard Form 311

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information

1. Enter the **Fiscal Year** that this report covers.
FY 2007
2. Identify the **Department, Independent agency or establishment** that is covered by this report.
Environmental Protection Agency (EPA)
3. Enter the name, title, address, phone, fax, and email address of the **Senior Agency Official** (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.
Luis A. Luna, Assistant Administrator, Office of Administration & Resource Management
1200 Pennsylvania Avenue, NW (3101A)
Washington DC 20460
Telephone: 202-564-4600, Fax: 202-564-0233, Email: luna.luis@epa.gov
4. Enter the name, title, phone, fax and email address for the **point-of-contact** responsible for answering questions about this report.
Diane K. Lasher, NSI Program Team Leader
Telephone: 202-54-0059
Fax: 202-565-2028
Email: lasher.diane@epa.gov

PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose **highest level** of original classification authority is **TOP SECRET**.
6. Enter the number of agency officials whose **highest level** of original classification authority is **SECRET**.
7. Enter the number of agency officials whose **highest level** of original classification authority is **CONFIDENTIAL**.
8. **Total** number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

5.	0
6.	1
7.	0
8.	1

PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended, and; (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. [Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

9. Enter the number of original **TOP SECRET** classification decisions made during the reporting period with declassification instructions of 10 years or less.
10. Enter the number of original **TOP SECRET** classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.
11. **Total** number of **TOP SECRET** original classification decisions. (Sum of blocks 9 & 10)
12. Enter the number of original **SECRET** classification decisions made during the reporting period with declassification instructions of 10 years or less.
13. Enter the number of original **SECRET** classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.
14. **Total** number of **SECRET** original classification decisions. (Sum of blocks 12 & 13)
15. Enter the number of original **CONFIDENTIAL** classification decisions made during the reporting period with declassification instructions of 10 years or less.
16. Enter the number of original **CONFIDENTIAL** classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.
17. **Total** number of **CONFIDENTIAL** original classification decisions. (Sum of blocks 15 & 16)
18. **Total** number of original classification decisions. (Sum of blocks 11, 14, & 17)

9.	0
10.	0
11.	0
12.	0
13.	0
14.	0
15.	0
16.	0
17.	0
18.	0

PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is **already classified**. This includes classification based on classification guides or other source documents. If possible, include derivative classification actions made by contractors.

19. Enter the number of derivative **TOP SECRET** classifications during the reporting period.
20. Enter the number of derivative **SECRET** classifications during the reporting period.
21. Enter the number of derivative **CONFIDENTIAL** classifications during the reporting period.
22. **Total** number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

19.	5
20.	6
21.	2
22.	13

1. Enter the Fiscal Year that this report covers.
FY 2007

2. Identify the Department, Independent agency or establishment that is covered by this report.
Environmental Protection Agency (EPA)

PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for you agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeal carried forward between periods changes.

23. Enter the number of requests carried over from the previous reporting period.

23.

0

24. Enter the number of new requests received during the reporting period.

24.

0

25. Enter the number of requests carried over to the next reporting period.

25.

0

26. Enter the number of appeals carried over from the previous reporting period.

26.

0

27. Enter the number of new appeals received during the reporting period.

27.

0

28. Enter the number of appeals carried over to the next reporting period.

28.

0

PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of requested pages that were declassified in full.

29.

0

30. Enter the number of requested pages that were declassified in part.

30.

0

31. Enter the number of requested pages that were denied declassification.

31.

0

32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)

32.

0

33. Enter the number of appealed pages that were declassified in full.

33.

0

34. Enter the number of appealed pages that were declassified in part.

34.

0

35. Enter the number of appealed pages that were denied declassification.

35.

0

36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)

36.

0

PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO12958, as amended.

37.

0

38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.

38.

0

PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.

39.

6

40. Enter the number of internal challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)

40.

0

PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide them as an attachment to this form.

39. In Fiscal Year 2007, EPA conducted six (6) program assessments as part of its oversight function.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OCT 22 2008

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Mr. William J. Bosanko
Director
Information Security Oversight Office (ISOO)
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001

Dear Mr. Bosanko:

In response to your July 31, 2007, letter on the annual submission of the Standard Form 311, Agency Security Classification Management Program Data, the Environmental Protection Agency is pleased to submit the required information regarding our classification program.

Please contact Diane Lasher, National Security Information Program Team Leader, at 202-564-0059, if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Wesley J. Carpenter". The signature is written in a cursive style and is positioned above the printed name and title.

Wesley J. Carpenter, Director
Security Management Division

Enclosure
Standard Form 311

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the Fiscal Year that this report covers. FY 2008	
2. Identify the Department, independent agency or establishment that is covered by this report. US Environmental Protection Agency	
3. Enter the name, title, address, phone, fax, and email address of the Senior Agency Official (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report. Luis A. Luna, Assistant Administrator, Office of Administration and Resources Management 1200 Pennsylvania Avenue, NW (3101A) Washington, DC 20460 Telephone: 202-564-4600, Fax: 202-564-0233, E-mail: luna,luis@epa.gov	
4. Enter the name, title, phone, fax and email address for the point-of-contact responsible for answering questions about this report. Diane K. Lasher, NSI Program Team Leader Telephone: 202-564-0059 Fax: 202-565-2028 E-mail: lasher.diane@epa.gov	
PART B: Officials with Original Classification Authority	
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 1
PART C: Original Classification Decisions	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended, and; (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.)	
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10)	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 3
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14. 3
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 3
PART D: Derivative Classification Decisions	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. If possible, include derivative classification actions made by contractors.	
19. Enter the number of derivative TOP SECRET classifications during the reporting period.	19. 5
20. Enter the number of derivative SECRET classifications during the reporting period.	20. 5
21. Enter the number of derivative CONFIDENTIAL classifications during the reporting period.	21. 0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 10

1. Enter the Fiscal Year that this report covers. FY 2008	
2. Identify the Department, Independent agency or establishment that is covered by this report. US Environmental Protection Agency	
PART E: Mandatory Declassification Review Requests and Appeals	
A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for you agency in which your agency is responsible for the final decision. Please provide an explanation in Part I below where the number of requests or appeal carried forward between periods changes.	
23. Enter the number of requests carried over from the previous reporting period.	23. 0
24. Enter the number of new requests received during the reporting period.	24. 0
25. Enter the number of requests carried over to the next reporting period.	25. 0
26. Enter the number of appeals carried over from the previous reporting period.	26. 0
27. Enter the number of new appeals received during the reporting period.	27. 0
28. Enter the number of appeals carried over to the next reporting period.	28. 0
PART F: Mandatory Declassification Review Decisions in Pages	
29. Enter the number of requested pages that were declassified in full.	29. 0
30. Enter the number of requested pages that were declassified in part.	30. 0
31. Enter the number of requested pages that were denied declassification.	31. 0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32. 0
33. Enter the number of appealed pages that were declassified in full.	33. 0
34. Enter the number of appealed pages that were declassified in part.	34. 0
35. Enter the number of appealed pages that were denied declassification.	35. 0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36. 0
PART G: Automatic Declassification and Systematic Review	
37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO 12958, as amended.	37. 0
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38. 0
PART H: Internal Agency Oversight	
39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39. 7
40. Enter the number of internal challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40. 0
PART I: Explanatory Comments	
Use this space to elaborate on any section of this form. If more space is needed, provide them as an attachment to this form.	
Part H: Internal Agency Oversight - EPA conducted six program assessments and one inspection as part of its oversight function	



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

NOV 5 2009

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Mr. William J. Bosanko, Director
Information Security Oversight Office (ISOO)
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001

Dear Mr. Bosanko:

In response to your June 15, 2009, letter on the annual submission of the Standard Form 311, Agency Security Classification Management Program Data, the Environmental Protection Agency is pleased to submit the required information regarding our classification program.

Please contact Diane Lasher, National Security Information Program Team Leader, at 202-564-0059, if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tami Franklin", is written over a horizontal line.

Tami Franklin, Acting Director
Security Management Division

Enclosure
Standard Form 311

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and typewritten, and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information

1. Enter the **Fiscal Year** that this report covers.
FY2009
2. Identify the **Department, Independent agency or Establishment** that is covered by this report.
United States Environmental Protection Program
3. Enter the name, title, address, phone, fax, and email address of the **Senior Agency Official** (as defined in EO 12958, as amended, Section 5.4(d)) responsible for this report.
Craig Hooks, Assistant Administrator
Office of Administration and Resources Management
1200 Pennsylvania Avenue, NW (3101A), Washington, DC 20460
P: 202-564-4600 F: 202-564-0233 E: hooks.craig@epa.gov
4. Enter the name, title, phone, fax and email address for the **point-of-contact** responsible for answering questions about this report.
Diane K. Lasher, NSI Program Team Leader
Phone: 202-564-0059
Fax: 202-565-2028
Email: lasher.diane@epa.gov

PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose **highest level** of original classification authority is **TOP SECRET**.
6. Enter the number of agency officials whose **highest level** of original classification authority is **SECRET**.
7. Enter the number of agency officials whose **highest level** of original classification authority is **CONFIDENTIAL**.
8. **Total** number of officials with original classification authority. (Sum of blocks 5, 6, & 7)

5.	0
6.	1
7.	0
8.	1

PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by, produced by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in Section 1.4 of EO 12958, as amended; and, (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. [Provide information only on classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

9. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.
10. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.
11. **Total** number of **TOP SECRET** original classification decisions. (Sum of blocks 9 & 10)
12. Enter the number of **original SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.
13. Enter the number of **original SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.
14. **Total** number of **SECRET** original classification decisions. (Sum of blocks 12 & 13)
15. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions of 10 years or less**.
16. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years**.
17. **Total** number of **CONFIDENTIAL** original classification decisions. (Sum of blocks 15 & 16)
18. **Total** number of original classification decisions. (Sum of blocks 11, 14, & 17)

9.	0
10.	0
11.	0
12.	0
13.	0
14.	0
15.	0
16.	0
17.	0
18.	0

PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is **already classified**. This includes classification based on classification guides or other source documents. [Provide information only on derivative classification decisions contained in finished products for dissemination or retention, regardless of the media. Do not count reproductions or copies.]

19. Enter the number of **derivative TOP SECRET** classifications during the reporting period.
20. Enter the number of **derivative SECRET** classifications during the reporting period.
21. Enter the number of **derivative CONFIDENTIAL** classifications during the reporting period.
22. **Total** number of derivative classification decisions. (Sum of blocks 19, 20, & 21)

19.	3
20.	1
21.	0
22.	4

Enter the Fiscal Year that this report covers.

FY2009

Identify the Department, Independent agency or establishment that is covered by this report.

United States Environmental Protection Program

PART E: Mandatory Declassification Review Requests and Appeals

A "request" is an individual review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report **only** requests for your agency in which **your agency is responsible for the final decision**. Please provide an explanation in Part I below where the number of requests or appeals carried forward between reporting periods changes.

23. Enter the number of requests carried over from the previous reporting period.	23. 0
24. Enter the number of new requests received during the reporting period.	24. 0
25. Enter the number of requests carried over to the next reporting period.	25. 0
26. Enter the number of appeals carried over from the previous reporting period.	26. 0
27. Enter the number of new appeals received during the reporting period.	27. 0
28. Enter the number of appeals carried over to the next reporting period.	28. 0

PART F: Mandatory Declassification Review Decisions in Pages

29. Enter the number of requested pages that were declassified in full.	29. 0
30. Enter the number of requested pages that were declassified in part.	30. 0
31. Enter the number of requested pages that were denied declassification.	31. 0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32. 0
33. Enter the number of appealed pages that were declassified in full.	33. 0
34. Enter the number of appealed pages that were declassified in part.	34. 0
35. Enter the number of appealed pages that were denied declassification.	35. 0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, & 35)	36. 0

PART G: Automatic Declassification and Systematic Review

37. Enter the number of pages reviewed during the reporting period that were subject to declassification under Sections 3.3 & 3.4, EO12958, as amended.	37. 0
38. Enter the number of pages declassified under Sections 3.3 & 3.4, EO 12958, as amended.	38. 0

PART H: Internal Agency Oversight

39. Enter the number of inspections, surveys, or program reviews, covering any aspect of the security classification program, completed during the reporting period.	39. 12
40. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (See EO 12958 as amended, Section 1.8)	40. 0

PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

Part H, #39: EPA conducted 11 program inspections and 1 program assessment as part of its oversight function.

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: IDENTIFYING INFORMATION

1. Enter the FISCAL YEAR this report covers. 2010
2. Enter the DEPARTMENT or AGENCY covered by this report. US EPA
3. Enter the name, title, address, phone, fax, and e-mail address of the SENIOR AGENCY OFFICIAL (as defined in E.O. 13526, section 5.4(d)).
Craig Hooker, Assistant Administrative
Office of Administration and Resource Management
1300 Pennsylvania Avenue, NW (3101A), Washington, DC 20566
P: 202-564-4160 F: 202-564-0839 E: hooker.craig@epa.gov
4. Enter the name, title, phone, fax, and e-mail address for the POINT OF CONTACT responsible for answering questions about this report.
Diane K. Lasher, NIS Program Team Leader
Phone: 202-564-0059 Fax: 202-565-2025
Email: lasher.diane@epa.gov

PART B: OFFICIALS WITH ORIGINAL CLASSIFICATION AUTHORITY

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET. 1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, and 7) 1

PART C: ORIGINAL CLASSIFICATION DECISIONS

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of **10 years or less**. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions **ranging from over 10 years to 25 years**. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10) 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of **10 years or less**. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions **ranging from over 10 years to 25 years**. 0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 and 13) 0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of **10 years or less**. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions **ranging from over 10 years to 25 years**. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16) 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, and 17) 0

PART D: DERIVATIVE CLASSIFICATION DECISIONS

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)

19. Enter the number of derivative TOP SECRET classification decisions during the reporting period. 3
20. Enter the number of derivative SECRET classification decisions during the reporting period. 12
21. Enter the number of derivative CONFIDENTIAL classification decisions during the reporting period. 1
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21) 16

Fiscal Year Department or Agency **PART E: MANDATORY DECLASSIFICATION REVIEW REQUESTS AND APPEALS**

A "request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part J below where the number of requests or appeals carried forward between reporting period changes.

23. Enter the number of requests carried over from the previous reporting period. (Block 25 on last year's report)
24. Enter the number of new requests received during the reporting period.
25. Enter the number of requests carried over to the next reporting period.
26. Enter the number of appeals carried over from the previous reporting period. (Block 28 on last year's report)
27. Enter the number of new appeals received during the reporting period.
28. Enter the number of appeals carried over to the next reporting period.

PART F: MANDATORY DECLASSIFICATION REVIEW DECISIONS IN PAGES

29. Enter the number of requested pages that were declassified in full.
30. Enter the number of requested pages that were declassified in part.
31. Enter the number of requested pages that were denied declassification.
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)
33. Enter the number of appealed pages that were declassified in full.
34. Enter the number of appealed pages that were declassified in part.
35. Enter the number of appealed pages that were denied declassification.
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, and 35)

PART G: AUTOMATIC, SYSTEMATIC, AND DISCRETIONARY DECLASSIFICATION REVIEWS

37. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.
38. Enter the number of pages declassified under section 3.3 of E.O. 13526.
39. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.
40. Enter the number of pages declassified under section 3.4 of E.O. 13526.
41. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.
42. Enter the number of pages declassified under section 3.1 of E.O. 13526.

PART H: INTERNAL AGENCY OVERSIGHT

43. Enter the number of inspections, surveys, or program reviews conducted by your agency, covering any aspect of the security classification program, completed during the reporting period.
44. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)
45. Enter the number of challenges where the classification status was fully affirmed.
46. Enter the number of challenges where the classification status was overturned in whole or in part.

PART I: CLASSIFICATION GUIDES

47. Enter the number of security classification guides created by your agency and currently in use.

Fiscal Year

Department or Agency

PART J: EXPLANATORY COMMENTS

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report. Additionally, select the sampling process your agency used in developing this year's report.

Sampling Period: 2-Week <input type="checkbox"/> 4-Week <input type="checkbox"/> 8-Week <input type="checkbox"/> One Year <input type="checkbox"/> Multiplier Applied: None <input type="checkbox"/> Other (Specify) <input type="text"/>	Part H, #43: EPA conducted 5 program inspections. Sampling Period: 1 Year; Multiplier: None
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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

NOV 8 2011

Mr. John P. Fitzpatrick
Director, Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, D.C. 20408-0001

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Dear Mr. Fitzpatrick:

In response to your request for the annual submission of Standard Form 311, Agency Security Classification Management Program Data, EPA is pleased to submit the required information related to EPA's security classification program.

If you have any questions, please contact EPA's National Security Information Program Team Leader Diane Lasher at 202-564-0059.

Sincerely,

A handwritten signature in black ink, appearing to read "Tami Franklin", is written over a horizontal line.

Tami Franklin
Acting Director, Security Management Division

Enclosure

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the Fiscal Year that this report covers.	1. 2011
2. Identify the Department, Independent agency or Establishment that is covered by this report.	2. United States Environmental Protection Agency
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Craig E. Hooks, Assistant Administrator, Office of Administration and Resources Management US EPA 1200 Pennsylvania Avenue, NW (3101A), Washington, DC 20460 P: 202-564-4600 F: 202-564-0233 E: hooks.craig@epa.gov
4. Enter the name, title, phone, fax, and e-mail address for the point-of-contact responsible for answering questions about this report.	4. Diane K. Lasher, NSI Program Team Leader Phone: 202-564-0059 Fax: 202-565-2028 Email: lasher.diane@epa.gov
PART B: Officials with Original Classification Authority	
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 1
PART C: Original Classification Decisions	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10)	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 1
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 and 13)	14. 1
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, and 17)	18. 1
PART D: Derivative Classification Decisions	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
19. Enter the number of derivative TOP SECRET classification decisions during the reporting period.	19. 5
20. Enter the number of derivative SECRET classification decisions during the reporting period.	20. 140
21. Enter the number of derivative CONFIDENTIAL classification decisions during the reporting period.	21. 6
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22. 151

PART E: Mandatory Declassification Review Requests and Appeals		
A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision. Please provide an explanation in Part J below where the number of requests or appeals carried forward between reporting period changes.		
23. Enter the number of requests carried over from the previous reporting period. (Block 25 on last year's report)	23.	0
24. Enter the number of new requests received during the reporting period.	24.	0
25. Enter the number of requests carried over to the next reporting period.	25.	0
26. Enter the number of appeals carried over from the previous reporting period. (Block 28 on last year's report)	26.	0
27. Enter the number of new appeals received during the reporting period.	27.	0
28. Enter the number of appeals carried over to the next reporting period.	28.	0
PART F: Mandatory Declassification Review Decisions in Pages		
29. Enter the number of requested pages that were declassified in full .	29.	0
30. Enter the number of requested pages that were declassified in part .	30.	0
31. Enter the number of requested pages that were denied declassification	31.	0
32. Total number of requested pages acted on. (Sum of blocks 29, 30, and 31)	32.	0
33. Enter the number of appealed pages that were declassified in full .	33.	0
34. Enter the number of appealed pages that were declassified in part .	34.	0
35. Enter the number of appealed pages that were denied declassification	35.	0
36. Total number of appealed pages acted on. (Sum of blocks 33, 34, and 35)	36.	0
PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
37. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	37.	0
38. Enter the number of pages declassified under section 3.3 of E.O. 13526.	38.	0
39. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	39.	0
40. Enter the number of pages declassified under section 3.4 of E.O. 13526.	40.	0
41. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	41.	0
42. Enter the number of pages declassified under section 3.1 of E.O. 13526.	42.	0
PART H: Internal Agency Oversight		
43. Enter the number of inspections, surveys, or program reviews conducted by your agency, covering any aspect of the security classification program, completed during the reporting period.	43.	2
44. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified . (E.O. 13526, section 1.8)	44.	0
45. Enter the number of challenges where the classification status was fully affirmed .	45.	0
46. Enter the number of challenges where the classification status was overturned in whole or in part .	46.	0
PART I: Classification Guides		
47. Enter the number of security classification guides created by your agency and currently in use .	47.	0

Fiscal Year 2011 Department or Agency United States Environmental Protection Agency

PART J: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report. Additionally, select the sampling process your agency used in developing this year's report.

Sampling Period (check one):

2-Week ☐

4-Week ☐

8-Week ☐

One Year ☐

Multiplier Applied (check one):

None ☐

Other (Specify) ☐



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

NOV 15 2012

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Mr. John P. Fitzpatrick
Director, Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, D.C. 20408-0001

Dear Mr. Fitzpatrick:

In response to your request for the annual submission of Standard Form 311, Agency Security Classification Management Program Data, EPA is pleased to submit the required information related to EPA's security classification program.

If you have any questions, please contact EPA's National Security Information Program Team Leader Diane Lasher at (202) 564-0059.

Sincerely,

A handwritten signature in black ink, appearing to read "Tami Franklin", is written over a horizontal line.

Tami Franklin
Director, Security Management Division

Enclosure

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the Fiscal Year that this report covers.	1. 2012
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2. U.S. Environmental Protection Agency
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Craig Hooks, Assistant Administrator Office of Administration and Resources Management US EPA 1200 Pennsylvania Avenue, NW (3101A), Washington, DC 20460 P: 202-564-4600 F: 202-564-0233 E: hooks.craig@epa.gov
4. Enter the name, title, phone, fax, and e-mail address for the point-of-contact responsible for answering questions about this report.	4. Diane K. Lasher, NSI Program Team Leader Phone: 202-564-0059 Fax: 202-565-2028 Email: lasher.diane@epa.gov
PART B: Officials with Original Classification Authority	
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6. 1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 1
PART C: Original Classification Decisions	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10).	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13. 1
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14. 1
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 1
PART D: Derivative Classification Decisions	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19. 0
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20. 31
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21. 4
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 35

PART E: Mandatory Declassification Review Requests and Appeals		
A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. For blocks 23-30, report only requests and appeals in which your agency is responsible for the final release.		
23. Enter the number of requests received during the reporting period.	23.	1
24. Enter the number of requests closed during the reporting period.	24.	1
25. Enter the number of requests that have been unresolved for over one year.	25.	0
26. Enter the average number of days to resolve each request.	26.	35
27. Enter the number of appeals received during the reporting period.	27.	0
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	0
For blocks 31-32, report the number of requests and appeals that were referred to your agency, and the referring agency is responsible for the final release.		
31. Enter the number of referred requests received during the reporting period.	31.	0
32. Enter the number of referred appeals received during the reporting period.	32.	0
PART F: Mandatory Declassification Review Decisions in Pages Count only those pages documented in blocks 23-30 above.		
33. Enter the number of requested pages that were declassified in full.	33.	0
34. Enter the number of requested pages that were declassified in part.	34.	0
35. Enter the number of requested pages that were denied declassification.	35.	0
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of appealed pages that were declassified in full.	37.	0
38. Enter the number of appealed pages that were declassified in part.	38.	0
39. Enter the number of appealed pages that were denied declassification.	39.	0
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	0
PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	41.	0
42. Enter the number of pages declassified under automatic declassification.	42.	0
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under systematic declassification.	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under discretionary declassification.	46.	0
PART H: Internal Agency Oversight		
47. Enter the number of self-inspections conducted by your agency, covering any aspect of the security classification program, during the reporting period.	47.	28
48. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	48.	0
49. Enter the number of challenges where the classification status was fully affirmed.	49.	0
50. Enter the number of challenges where the classification status was overturned in whole or in part.	50.	0
51. Enter the number of security classification guides created by your agency and currently in use.	51.	1

PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

The number of derivative classification decisions was significantly reduced for this reporting cycle due to a clearer understanding of what does and does not constitute a derivative classification decision for the agency. For FY 2012, the greatest number of derivative classification decisions resides with the National Homeland Security Research Center's (NHSRC) HSDN web portal. We expect the number of derivatively classified documents to be further reduced in FY 2013 as fewer additions of new material to the NHSRC portal site will be made.

EPA received a single Mandatory Declassification Review (MDR) request for FY 2012. Following review, we referred the MDR request back to the requestor for resubmission as a Freedom of Information Act request.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Mr. John P. Fitzpatrick
Director, Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, NW, Room 100
Washington, D.C. 20408-0001

Dear Mr. Fitzpatrick:

In response to your request for the annual submission of Standard Form 311, Agency Security Classification Management Program Data, EPA is please to submit the required information related to EPA's security classification process.

If you have any questions, please contact EPA's Personnel Security Branch Chief, Jon Ross at (202) 564-6153.

Sincerely,

A handwritten signature in black ink, appearing to read "Tami Franklin", is written over a horizontal line.

Tami Franklin
Director, Security Management Division

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information

1. Enter the Fiscal Year that this report covers.	1. 2013
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2. Environmental Protection Agency
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Craig E. Hooks, Assistant Administrator, Office of Administration and Resources Management, Environmental Protection Agency, 1200 Pennsylvania Ave, NW MC 3101A, Washington DC 20460 P: 202-564-4600; F: 202-564-4613; E: hooks.craig@epa.gov
4. Enter the name, title, phone, fax, and email address for the point-of-contact responsible for answering questions about this report.	4. NSI Program Team; P: 202-564-1983; F: 202-565-2028; E: nsi_programteam@epa.gov

PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET .	5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET .	6. 1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL .	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 1

PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less .	9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years .	10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10).	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less .	12. 0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years .	13. 0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14. 0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less .	15. 0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years .	16. 0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 0

PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)

19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19. 5
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20. 34
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21. 2
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 41

PART E: Mandatory Declassification Review Requests and Appeals

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request.

Report only requests for your agency in which your agency is responsible for the final decision.

23. Enter the number of requests received during the reporting period.	23.	0
24. Enter the number of requests closed during the reporting period.	24.	0
25. Enter the number of requests that have been unresolved for over one year.	25.	0

26. Enter the average number of days to resolve each request.	26.	0
27. Enter the number of appeals received during the reporting period.	27.	0
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	0
31. Enter the number of referred requests received during the reporting period.	31.	0
32. Enter the number of referred appeals received during the reporting period.	32.	0
PART F: Mandatory Declassification Review Decisions in Pages		
33. Enter the number of requested pages that were declassified in full .	33.	0
34. Enter the number of requested pages that were declassified in part .	34.	0
35. Enter the number of requested pages that were denied declassification.	35.	0
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of appealed pages that were declassified in full .	37.	0
38. Enter the number of appealed pages that were declassified in part .	38.	0
39. Enter the number of appealed pages that were denied declassification.	39.	0
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	0
PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	41.	0
42. Enter the number of pages declassified under automatic declassification .	42.	0
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under systematic declassification .	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under discretionary declassification .	46.	0
PART H: Internal Agency Oversight		
47. Enter the number of self-inspections conducted by your agency, covering any aspect of the security classification program, during the reporting period.	47.	28
48. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified . (E.O. 13526, section 1.8)	48.	0
49. Enter the number of challenges where the classification status was fully affirmed .	49.	0
50. Enter the number of challenges where the classification status was overturned in whole or in part .	50.	0
51. Enter the number of security classification guides created by your agency and currently in use .	51.	1

PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

For a second year in a row, the number of derivative classification decisions has been reduced. This is due in part to ongoing training efforts by the NSI Program Team and the implementation of derivative classification audits. Both mechanisms have provided derivative classifiers with a greater understanding of derivative classification principles and application. Additional training and outreach is in development and will be provided to all derivative classifiers to further user understanding and awareness.

For ISOO Use Only

ISOO Analyst Name: _____

Date of QC: _____

Analyst Initials: _____



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

NOV 17 2014

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Mr. John P. Fitzpatrick
Director, Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, N.W.
Washington, D.C. 20408-0001

Dear Mr. Fitzpatrick:

In response to your request for the annual submission of Standard Form 311, Agency Security Classification Management Program Data, I am pleased to submit the required information on the EPA's security classification program.

If you have any questions, please contact Diane Lasher, NSI program team leader, at (202) 564-0059.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly S.", is written over the typed name "Tami Franklin".

Tami Franklin

Director, Security Management Division

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the Fiscal Year that this report covers.	1. 2014	
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2. Environmental Protection Agency	
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Nancy E. Gelb, Acting Assistant Administrator, Office of Administration and Resources Management Environmental Protection Agency, 1200 Pennsylvania Avenue, NW, MC 3101A, Washington DC 20460; PH: (202) 564-4600, FAX: (202) 564-0233; Email: gelb.nancy@epa.gov	
4. Enter the name, title, phone, fax, and email address for the point-of-contact responsible for answering questions about this report.	4. NSI Program Team; PH: (202) 564-1983; FAX: (202) 565-2028; Email: nsi_programteam@epa.gov	
PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5.	0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6.	1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7.	0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8.	1
PART C: Original Classification Decisions		
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9.	0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10.	0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10).	11.	0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12.	0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13.	0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14.	0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15.	0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16.	0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17.	0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18.	0
PART D: Derivative Classification Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19.	0
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20.	24
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21.	0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22.	24

PART E: Mandatory Declassification Review Requests and Appeals

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request.
Report only requests for your agency in which your agency is responsible for the final decision.

23. Enter the number of requests received during the reporting period.	23.	0
24. Enter the number of requests closed during the reporting period.	24.	0
25. Enter the number of requests that have been unresolved for over one year.	25.	0
26. Enter the average number of days to resolve each request.	26.	0
27. Enter the number of appeals received during the reporting period.	27.	0
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	0
31. Enter the number of referred requests received during the reporting period.	31.	0
32. Enter the number of referred appeals received during the reporting period.	32.	0

PART F: Mandatory Declassification Review Decisions in Pages

33. Enter the number of requested pages that were declassified in full.	33.	0
34. Enter the number of requested pages that were declassified in part.	34.	0
35. Enter the number of requested pages that were denied declassification.	35.	0
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of appealed pages that were declassified in full.	37.	0
38. Enter the number of appealed pages that were declassified in part.	38.	0
39. Enter the number of appealed pages that were denied declassification.	39.	0
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	0

PART G: Automatic, Systematic, and Discretionary Declassification Reviews

41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	41.	0
42. Enter the number of pages declassified under automatic declassification .	42.	0
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under systematic declassification .	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under discretionary declassification .	46.	0

PART H: Internal Agency Oversight

47. Enter the number of self-inspections conducted by your agency, covering any aspect of the security classification program, during the reporting period.	47.	31
48. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified . (E.O. 13526, section 1.8)	48.	0
49. Enter the number of challenges where the classification status was fully affirmed .	49.	0
50. Enter the number of challenges where the classification status was overturned in whole or in part .	50.	0
51. Enter the number of security classification guides created by your agency and currently in use .	51.	0

PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

Item 22 - For the third year in a row, the number of derivative classification decisions declined. This was due in part to ongoing training efforts by the NSI Program Team and the continuation of derivative classification audits. Both mechanisms provided derivative classifiers with a better understanding of derivative classification principles and application.

Item 47 - Each Program Office and Region conducts a self-inspection (13 Program Offices/10 Regions). The NSI Program Team also conducted 8 on-site inspections during the FY.

For ISOO Use Only

ISOO Analyst Name: _____

Date of QC: _____

Analyst Initials: _____



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

NOV 12 2015

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Mr. John P. Fitzpatrick
Director, Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, N.W.
Washington, D.C. 20408-0001

Dear Mr. Fitzpatrick:

In response to your request for the annual submission of Standard Form 311, Agency Security Classification Management Program Data, I am pleased to submit the required information on the EPA's security classification program.

If you have any questions, please contact Diane Lasher, NSI program team leader, at (202) 564-0059.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly Glazier", is written over a horizontal line.

Kelly Glazier
Acting Director, Security Management Division

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the Fiscal Year that this report covers.	1.	2015
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2.	Environmental Protection Agency
3. Enter the name and title of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3.	Karl Brooks, Acting Assistant Administrator
4. Enter the name, title, phone, and email address for the point-of-contact responsible for answering questions about this report.	4.	Diane K. Lasher, NSI Program Team Leader, PH: 202-564-0059
PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5.	0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6.	1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7.	0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8.	1
PART C: Original Classification Decisions		
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9.	0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10.	0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10).	11.	0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12.	0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13.	0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14.	0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15.	0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16.	0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17.	0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18.	0
PART D: Derivative Classification Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19.	2
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20.	4
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21.	1
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22.	7

PART E: Mandatory Declassification Review Requests and Appeals

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request.

Report only requests for your agency in which your agency is responsible for the final decision.

23. Enter the number of requests received during the reporting period.	23.	0
24. Enter the number of requests closed during the reporting period.	24.	0
25. Enter the number of requests that have been unresolved for over one year.	25.	0
26. Enter the average number of days to resolve each request.	26.	0
27. Enter the number of appeals received during the reporting period.	27.	0
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	0

31. Enter the number of referred requests received during the reporting period.	31.	0
32. Enter the number of referred appeals received during the reporting period.	32.	0

PART F: Mandatory Declassification Review Decisions in Pages

33. Enter the number of requested pages that were declassified in full.	33.	0
34. Enter the number of requested pages that were declassified in part.	34.	0
35. Enter the number of requested pages that were denied declassification.	35.	0
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of appealed pages that were declassified in full.	37.	0
38. Enter the number of appealed pages that were declassified in part.	38.	0
39. Enter the number of appealed pages that were denied declassification.	39.	0
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	0

PART G: Automatic, Systematic, and Discretionary Declassification Reviews

41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	41.	0
42. Enter the number of pages declassified under automatic declassification .	42.	0
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under systematic declassification .	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under discretionary declassification .	46.	0

PART H: Internal Agency Oversight

47. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified . (E.O. 13526, section 1.8)	47.	0
48. Enter the number of challenges where the classification status was fully affirmed .	48.	0
49. Enter the number of challenges where the classification status was overturned in whole or in part .	49.	0

PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

Item 4. Email: lasher.diane@epa.gov

For ISOO Use Only

ISOO Analyst Name: _____

Date of QC: _____

Analyst Initials: _____



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

November 10, 2016

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

William A. Cira
Acting Director, Information Security and Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, N.W.
Washington, DC 20408-0001

Dear Mr. Cira,

In response to your request for the annual submission of Standard Form 311, Security Classification Management Program Data, I am pleased to submit the required information on the EPA security classification program.

If you have any questions, please contact Diane Lasher, NSI Program Team Leader, at (202) 564-0059.

Sincerely,

A handwritten signature in dark ink, appearing to read "Kelly Glazier", is written over the typed name.

Kelly Glazier
Director, Security Management Division

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the Fiscal Year that this report covers.	1. 2016	
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2. Environmental Protection Agency	
3. Enter the name and title of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Donna Vizian, Acting Assistant Administrator	
4. Point-of-contact responsible for answering questions about this report:		
4a. Name:	4a. Diane K. Lasher	
4b. Title:	4b. NSI Program Team Leader	
4c. Email address:	4c. lasher.diane@epa.gov	
4d. Phone number:	4d. (202) 564-0059	
PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET .	5.	0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET .	6.	1
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL .	7.	0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, and 7)	8.	1
PART C: Original Classification Decisions		
<p>Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)</p>		
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less .	9.	0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years .	10.	0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10)	11.	0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less .	12.	0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years .	13.	0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 and 13)	14.	0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less .	15.	0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years .	16.	0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16)	17.	0
18. Total number of original classification decisions. (Sum of blocks 11, 14, and 17)	18.	0

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PART D: Derivative Classification Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19.	0
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20.	7
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21.	0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22.	7
PART E: Mandatory Declassification Review Requests		
A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision.		
23. Enter the number of REQUESTS received during the reporting period.	23.	0
24. Enter the number of REQUESTS closed during the reporting period.	24.	0
25. Of the REQUESTS entered into block 24, enter the number of pages that were:	25.	
a. Declassified in full.	25a.	0
b. Declassified in part.	25b.	0
c. Denied declassification.	25c.	0
d. Total number of requested pages acted on. (Sum of blocks a, b, and c)	25d.	0
26. Enter the number of REQUESTS that have been unresolved for over one year.	26.	0
27. Enter the AVERAGE NUMBER OF DAYS to resolve each request.	27.	0
28. Enter the number of REFERRED REQUESTS received during the reporting period. (Number of requests referred to your agency from another agency)	28.	0
PART F: Mandatory Declassification Review Appeals		
An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only appeals for your agency in which your agency is responsible for the final decision.		
29. Enter the number of APPEALS received during the reporting period.	29.	0
30. Enter the number of APPEALS closed during the reporting period.	30.	0
31. Of the APPEALS entered into block 30, enter the number of pages that were:	31.	
a. Declassified in full.	31a.	0
b. Declassified in part.	31b.	0
c. Denied declassification.	31c.	0
d. Total number of appealed pages acted on. (Sum of blocks a, b, and c)	31d.	0
32. Enter the number of APPEALS that have been unresolved for over one year.	32.	0
33. Enter the AVERAGE NUMBER OF DAYS to resolve each appeal.	33.	0
34. Enter the number of REFERRED APPEALS received during the reporting period. (Number of appeals referred to your agency from another agency)	34.	0

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PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
35. Enter the number of pages REVIEWED that were subject to automatic declassification under section 3.3 of E.O. 13526.	35.	0
36. Enter the number of pages DECLASSIFIED under automatic declassification .	36.	0
37. Enter the number of pages REVIEWED that were subject to systematic declassification under section 3.4 of E.O. 13526.	37.	0
38. Enter the number of pages DECLASSIFIED under systematic declassification .	38.	0
39. Enter the number of pages REVIEWED that were subject to discretionary declassification under section 3.1 of E.O. 13526.	39.	0
40. Enter the number of pages DECLASSIFIED under discretionary declassification .	40.	0
PART H: Internal Agency Oversight		
41. Enter the number of CHALLENGES processed by your agency to the classification of information believed to be improperly classified or unclassified . (E.O. 13526, section 1.8)	41.	0
42. Enter the number of CHALLENGES where the classification status was fully affirmed .	42.	0
43. Enter the number of CHALLENGES where the classification status was overturned in whole or in part .	43.	0
PART I: Intelligence Community (IC) Information		
This section applies only to IC agencies and IC components of other agencies who <i>originally apply</i> the ORCON and ORCON-USGOV dissemination control. This information, along with ISOO's annual inspection reports will be used to inform the annual report to the DNI on the use of classification markings.		
Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON.		
44. Enter PERCENTAGE of your organization's classified disseminated analytic products originally marked ORCON .	44.	0.00%
45. Enter TOTAL NUMBER of your organization's classified disseminated analytic products originally marked ORCON .	45.	0
46. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in full .	46.	0
47. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in part . Provide explanation for partial denial in part J below.	47.	0
48. Enter the number of ORCON expanded dissemination requests DENIED . Provide explanation for denial in part J below.	48.	0
Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON-USGOV.		
49. Enter PERCENTAGE of your organization's analytic products originally marked ORCON-USGOV .	49.	0.00%
50. Enter TOTAL NUMBER of your organization's analytic products originally marked ORCON-USGOV .	50.	0
51. Provide TOTAL NUMBER of reports of potential misapplication of the ORCON marking. Provide background information on each occurrence in Part J below.	51.	0
52. Has your organization been NEGATIVELY IMPACTED by information being marked with ORCON or ORCON-USGOV control marking? If yes, provide explanation in Part J below.	52.	N/A

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PART J: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.